

SECRET

3 February 1955

MEMORANDUM FOR: Assistant Director for Personnel

SUBJECT: Personnel Shortages in the HD/I Area

1. A review of the on-duty strength of the offices within the HD/I area shows that from a peak total strength [] as of the end of March 1954 the strength declined to a low [] as of the end of September 1954 and has risen [] as of the end of January 1955. Comparison with strength figures of previous years would indicate that this increase between September and January may be just seasonal as a similar increase with subsequent falling off shows up in past figures. Our inability to get up to ceiling strength, which now stands [] is causing us much concern.

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2. Our experience with recruitment from all sources over the past year and a half would indicate that there will be considerable difficulty in our getting to ceiling strength with the present authorized recruitment force of the Personnel Procurement Division. If this recruitment force cannot be increased we feel there are certain policies which should be reviewed and which if changed would perhaps make more people available to the Agency.

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3. During the fall a number of your University Consultant-Contacts were in the Agency for orientation and discussions with them by some of our offices raised the question as to whether the Agency is in a good competitive position pay-wise for the services of high-type graduates coming out of the colleges with a BA or BS degree. We have a continuing requirement for such individuals, especially in OGP and ORA. There would seem to be reason to consider offering such graduates a GS-6 grade rather than the present GS-5. I understand the Personnel Procurement Division has been collecting information on this matter which should help in arriving at a decision.

4. We also believe that it would be profitable to review the present policy against the employment of draft eligibles and reservists who have not served their first tour of duty. Certain information from the Department of Labor on military manpower requirements and supply for the next five years as well as information from the Veterans Administration would indicate that the pool of veterans

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RE-REVIEW

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in the colleges of the country will fall off considerably in the next year. This of course is due largely to the fact that to get educational benefits most World War II veterans must have initiated their training by July 1951 and almost all training must be completed by July 1956. In addition, the number of men in the military manpower pool who will not be called up by the Armed Forces will increase over the next five years provided the strength of the Armed Forces is not increased over present plans. The material setting forth these conclusions has been made available to the Chief, PPD. It is understood that some exception has been made in the policy of non-recruitment of draft eligibles in the case of the [redacted] and we would like to explore the use of such individuals by certain of our offices.

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5. I do not have to tell you that the situation with respect to clerical help remains troublesome and, although I am certain you have explored all possible means of increasing recruitment for such positions, I feel it might be helpful to review the policy of recruiting at the GS-3 level and go to GS-4 for the minimum starting salary here, especially in the case of stenographers.

6. As you know our offices have given what assistance they can in the recruitment effort. OHR has been especially active in this recently and OCD is sending [redacted] to the Personnel Procurement Division for a month to recruit college graduates for that office. We are glad to offer help of this sort whenever we can. I hope that you will be able to appraise the efforts of OHR and Mr. [redacted] to determine definitely whether recruitment of this sort is of real value. Furthermore, I have asked the Assistant Directors of the DD/I offices to make every effort through their own contacts and the contacts of their senior officers to locate candidates for the more specialized positions that remain vacant.

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7. I would appreciate your comments on the feasibility of affecting any of these suggestions and want to assure you that this office will offer any assistance that it can in the effort to bring us up to sailing strength and then to hold us there by keeping the pipeline full.

ROBERT AUBRI, JR.
Deputy Director/Intelligence

ODDI/AVS/vcl

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